

**MINUTES: OF THE ELEVENTH REGULAR MEETING OF COUNCIL,  
2017/2018 HELD IN COUNCIL CHAMBERS ON TUESDAY, MAY 1,  
2018**

-----

COUNCIL: DENNIS CASSIE MAYOR  
ELIZABETH CHRISTENSEN COUNCILLOR  
BARBARA EDGECOMBE-GREEN COUNCILLOR  
RON LAGEMAAT COUNCILLOR

STAFF: KIM HAUTA CHIEF ADMINISTRATIVE OFFICER

DELEGATES: BRAD VANDENBERG CABINET EXPRESSIONS LTD.

Mayor Cassie called the meeting to order at 7:00 p.m. and Councillor Christensen gave the opening prayer.

M#5462-18 Mayor Cassie moved the adoption of the Minutes of the Tenth Regular Meeting held April 17, 2018. Carried Unanimously

M#5463-18 Mayor Cassie moved the adoption of the agenda as circulated. Carried Unanimously

**DELEGATIONS**

1. Cabinet Expressions Ltd.: Brad Vandenberg, Cabinet Expressions Ltd., met with Council to request assistance with a sanitary sewer connection at his property located at 5410 – 2 Street.

Deputy Mayor Heather Caldwell entered the Council Chambers at 7:13 p.m.

Mr. Vandenberg left the Council Chambers at 7:13 p.m.

M#5464-18 Councillor Lagemaat moved that the Council of the Town of Coalhurst hereby authorizes Chief Administrative Officer Hauta to submit a letter to Brad Vandenberg, Cabinet Expressions Ltd., stating that his request for assistance with a private sanitary sewer connection for his commercial property located at 5410 – 2 Street, Coalhurst should be borne by the property owner, Cabinet Expressions Ltd. Furthermore, if Mr. Vandenberg should wish to proceed with the sanitary sewer connection, the installation must meet the Town of Coalhurst’s engineering standards and the work must be completed under the supervision of the Town of Coalhurst’s engineer, MPE Engineering Ltd., to ensure the engineering standards are met. Carried Unanimously

**BY-LAWS/REPORTS**

The following reports were received and reviewed by Council:

**MINUTES: OF THE ELEVENTH REGULAR MEETING OF COUNCIL, 2017/2018 HELD ON TUESDAY, MAY 1, 2018**

-----

**1. Bylaws**

- a. Bylaw No. 397-18: Council Code of Conduct Bylaw

M#5465-18 Councillor Lagemaat moved that Bylaw No. 397-18, Council Code of Conduct Bylaw, is hereby read a first time. Carried Unanimously

- b. Bylaw No. 398-18: The Traffic Bylaw

M#5466-18 Councillor Edgecombe-Green moved that Bylaw No. 398-18, The Traffic Bylaw, is hereby read a first time. Carried Unanimously

M#5467-18 Councillor Lagemaat moved that Bylaw No. 398-18, as amended, is hereby read a second time. Carried  
For: Mayor Cassie, Deputy Mayor Caldwell, Councillor Edgecombe-Green, Councillor Lagemaat  
Against: Councillor Christensen

M#5468-18 Deputy Mayor Caldwell moved that Bylaw No. 398-18, as amended, be given three readings at this meeting. Carried Unanimously

M#5469-18 Councillor Christensen moved that the amendment to Bylaw No. 398-18, The Traffic Bylaw, be dealt with as a separate item from The Traffic Bylaw. Defeated  
For: Councillor Christensen  
Against: Mayor Cassie, Deputy Mayor Caldwell, Councillor Edgecombe-Green, Councillor Lagemaat

M#5470-18 Councillor Edgecombe-Green moved that Bylaw No. 398-18, The Traffic Bylaw, as amended, be given third and final reading and that the Mayor and Chief Administrative Officer be authorized to sign and seal the Bylaw. Carried  
For: Mayor Cassie, Deputy Mayor Caldwell, Councillor Edgecombe-Green, Councillor Lagemaat  
Against: Councillor Christensen

**2. Committee Minutes:**

- a. Policy/Bylaw Review Committee: held April 9, 2018

M#5471-18 Councillor Edgecombe-Green moved that the Council of the Town of Coalhurst hereby approves Policy No. 23-01-01 – Equipment Fee Schedule for implementation, as presented by Chief Administrative Officer Hauta. Carried Unanimously

**MINUTES: OF THE ELEVENTH REGULAR MEETING OF COUNCIL, 2017/2018 HELD ON TUESDAY, MAY 1, 2018**

-----

M#5472-18 Councillor Christensen moved that the Council of the Town of Coalhurst hereby refers Policy No. 00-01-25 – Community Sign to the Policy/Bylaw Review Committee for further consideration. Carried Unanimously

M#5473-18 Councillor Christensen moved that Chief Administrative Officer Hauta be authorized to draft an amendment to Policy No. 74-02-03 – Access to Facilities as follows:

- 1) change reference to key(s) to access card(s)
- 2) remove reference to Caretaker providing access and handling requests for access to align with present system
- 3) add provision of an access card for the Coalhurst High School Principal for emergency purposes

Carried Unanimously

b. Municipal Subdivision and Development Authority: held April 17, 2018

c. Committee of the Whole: held April 24, 2018

M#5474-18 Councillor Lagemaat moved that the Committee Minutes presented in this meeting are accepted. Carried Unanimously

**3. CAO Report:**

CAO Hauta presented a written report to Council.

i. CAO

- Summer Temporary Employment Program (STEP)
- Community Grant Program
- Tax Collection Update
- Intermunicipal Collaboration Framework (ICF)

M#5475-18 Councillor Christensen moved that the Chief Administrative Officer's Report is hereby accepted as presented. Carried Unanimously

**OTHER BUSINESS**

a. Bryan and Debbie Ettinger: Waiver of Development Permit Penalty Fee

**MINUTES: OF THE ELEVENTH REGULAR MEETING OF  
COUNCIL, 2017/2018 HELD ON TUESDAY, MAY 1, 2018**

-----

M#5476-18 Deputy Mayor Caldwell moved that the Council of the Town of Coalhurst hereby authorizes Chief Administrative Officer Hauta to advise Bryan and Debbie Ettinger that their request for a waiver of the \$500.00 penalty fee for commencement of development without a permit, at 4613 – 6 Street, is hereby granted. Carried  
For: Deputy Mayor Caldwell, Councillor Christensen, Councillor Edgecombe-Green  
Against: Mayor Cassie, Councillor Lagemaat

**ADJOURNMENT**

M#5477-18 Mayor Cassie moved the meeting adjourned at 10:00 p.m. Carried Unanimously

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer